

**National Council for Preservation Education**  
**2013 Summer Internships**  
**with the**  
**National Park Service**  
**and the Department of the Interior**

The National Park Service and partnering agencies will offer internships during the summer of 2013. Internships are for ten (10) weeks, at forty (40) hours per week and in Washington, DC except where noted. Stipends are issued based on a rate of twelve dollars per hour. Exact starting dates will be determined on a case-by-case basis. For all internships, computer and word processing skills are desirable.

To be eligible, you must be currently enrolled in an academic program in historic preservation or an allied field, or very recently graduated (degree received December 2011 or later). Interns are not eligible to work more than 1200 hours in this program; previous interns in the program must stay within this overall limit.

To submit your application, please scan your materials electronically and email them as a **single** Adobe Acrobat (.pdf) file containing both signed application and transcripts to Cari Goetcheus at the University of Georgia (email: cgoetch@uga.edu). **Please adhere to the single .pdf format requirement;** processing of your application will be delayed if materials are not received in this form. Due to the large number of applications received, files should be kept under 3 MB in size if possible, and any files over 3 MB should be submitted in a compressed file format to make transmittal easier.

Submitting hard copies is discouraged as it will also delay application processing, but if electronic submission is not possible, all application materials should be mailed to the National Council for Preservation Education, Attention: Cari Goetcheus, Associate Professor, University of Georgia, College of Environment and Design, 108 Denmark Hall, Athens, GA 30602. Applications must be received no later than **March 15, 2013**. Please indicate by number the internship(s) in which you are interested, no more than six total (multiple numbers heading a single description count as one choice).

Please be aware that, unless otherwise noted, **interns are responsible for travel to and housing at the internship location**. This should be kept in mind particularly for those internships in the West. In some cases the supervising office may be able to assist in locating housing but it is ultimately up to the individual accepting the internship to find accommodations.

Also be aware that, due to Federal Government-wide security requirements, a background check will be required for any position which involves access to Government computers, if you are chosen for that position. This may include providing information about recent housing and employment history, and those positions may require US citizenship or possession of a valid student visa to complete the check. The position supervisor will have more information on requirements and procedures at the time of hiring.

**Due to uncertainty over Federal budget sequestration, some positions will be filled depending on funding availability. More information will be provided if you are called for an interview.**

**National Park Service Internships**

**2319/2320. Park History Program:** Works primarily as an assistant on a variety of research projects related to American history, the history of the National Park Service, and cultural resources management. Projects may include the anniversaries of the Civil War and the War of 1812; the maritime history of the US;

development of oral history training materials and oral history projects; and management and design of Web sites. May also assist in organizing and cataloging office records and archives and creating educational materials for history outreach. Position is a good match for students in history, anthropology, folklore, and American studies (400 hours).

**2321. National Heritage Areas Program:** Assists Program staff in various organizational and outreach efforts. Duties include organizing and maintaining contact and mailing lists and the electronic file of National Heritage Area legislation; researching information related to general inquiries as well as specific NHA programs and projects such as those related to Latino and Hispanic heritage; compiling and organizing NHA information related to the NPS Director's Call to Action initiative; and other duties as assigned (400 hours).

**2322. Office of Outreach and Diversity:** Works with Outreach staff and other NPS programs to research and develop outreach through interpretive products about underrepresented groups online on Web sites and through social media. Duties include identifying relevant stories in historic preservation; conducting research; writing and editing; and collaborating. Knowledge of historic preservation programs and/or a specific cultural resource area (archeology, cultural landscapes, architectural history, cultural anthropology, museum management, or history), good written and oral communication skills, and experience with the professional use of social media desirable; Web coding skills a plus (400 hours).

**2323. Cultural Resources-Climate Change Response Program:** Works with NPS Climate Change Adaptation Coordinator for Cultural Resources to research and prepare tools and handbooks about the projected impacts of climate change on archeological sites, buildings and structures, cultural landscapes, ethnographic resources, and museum collections. Duties include but are not limited to library research; consultation and collaboration with cultural resource specialists across the NPS; and writing and development of appropriate graphics for both print and web products. Strong research and writing skills required; cultural resource and/or material science background preferred, along with capacity to think and question creatively and tackle unusual problems with energy and enthusiasm. Housing and transportation (public transit available) are the intern's responsibility (480 hours).

**2324. Historic Preservation Planning Program:** Works with the Program Manager to canvass SHPOs and HPOs about their ideas for refining requirements for statewide historic preservation plans. Duties include reviewing completed statewide plans and NPS comments; developing canvassing strategies and tools; and conducting phone interviews with SHPO/HPO staff. Intern will present project findings to NPS staff. Ability to work independently, analyze feedback and state program data, and write up research findings in plain English required; background in planning preferred (400 hours).

**2325. Historic Preservation Planning Program:** Works with the Program Manager to produce brief guidance documents about current issues in historic preservation planning. Duties include reviewing statewide planning practices and collaborating with SHPO/HPO staff. Topics to be addressed may include effective analysis of historic resource data; public engagement among communities previously underserved by preservationists; and engagement of tribes and Federal agencies during statewide planning efforts. Intern will present his or her final draft(s) to NPS staff. Ability to work independently, think critically, and to write logical, organized guidance documents in plain English required; background in planning preferred (400 hours).

**2326. National Capital Region, Cultural Landscapes Program:** Works with and assists historians, historical landscape architects and other preservation professionals to complete various Cultural Landscape Inventories associated with a variety of National Park sites in the Washington, DC metropolitan area (DC, MD, VA, WV). Duties include researching the landscape history of a historic property; site visits and field work to document existing conditions with photographs and maps; analyzing landscape features; and entering the information into a database. Knowledge of cultural landscapes, landscape architecture, and the

National Register criteria preferred. Strong computer, research, and writing skills essential; working knowledge of graphics programs (Adobe Photoshop & Illustrator and/or CAD) beneficial (400 hours).

**2327. National Capital Region, Museum Resource Center:** As a museum technician, assists MRCE staff with museum outreach, research, accessioning, processing, cataloging and preparing museum collections for long-term curatorial storage. Position offers exposure to all aspects of professional museum work and the opportunity to be part of a team of museum professionals at a large Federal repository, working with a wide variety of museum collections at the Center, including historic furnishings, natural history collections, archival documents, and historic photographs. Collections come from NPS-administered historic homes and sites throughout the region, including Ford's Theater National Historic Site; Frederick Douglass National Historic Site; Arlington House, the Robert E. Lee Memorial; and the Vietnam Veterans Memorial Collection. Located in Landover, MD a close in suburb of Washington, DC with easy Metro subway access (400 hours).

**2328. Historic Preservation Training Center (HPTC), Architecture Division:** Assists Senior Historical Architect (registered architect) with on-going historic preservation projects at National Park Service and National Cemetery units. Duties include field inspection; historic fabric investigation; field documentation; condition assessments of historic structures; and preparation of Historic Structure Assessment Reports and project documentation (Historic Structure Treatment Reports). Familiarity with historic construction methodology and historic preservation philosophy including *The Secretary of the Interior's Standards for the Treatment of Historic Properties* strongly preferred. Hands-on experience with field documentation, material assessment and solid writing skills are a bonus – **please articulate these skills in your application**. This internship may qualify for AIA Student/ NCARB IDP credits. Position may require travel throughout the metro Washington DC area (MD, VA, WV, DC) and possibly further. Additional information about this summer's projects may be available after February 28, 2013; contact Senior Historical Architect Tom Vitanza, RA, AIA at [tom\\_vitanza@nps.gov](mailto:tom_vitanza@nps.gov). Located at HPTC headquarters, Frederick, MD (a NTHP Distinctive Destination City) (400 - 480 hours). <http://www.nps.gov/training/hptc/index.htm>

**2329. Historic Preservation Training Center (HPTC), Learning and Development Division:** Works with HPTC Training Manager to plan and execute multiple short YouTube-style videos that feature historic preservation craft skills and projects happening in the National Park Service. Duties may include working with existing video and photographs or going on site visits in and around Frederick, MD and the Washington, DC metro area to record audio and video and edit clips into 3-6 minute videos that are fun and informative and will be posted on NPS websites and social media outlets. Intern will work directly with HPTC craftspeople to document the intricacies of their trades. Experience using video and audio recording and editing equipment and software required; experience with social media a plus. Oodles of opportunities for creativity and experimentation. Housing and transportation are the intern's responsibility. Located at HPTC headquarters, Frederick, MD (400 hours).

**2330/2331. Gateway National Recreation Area (GATE), Cultural Resources Program:** Assists cultural resource specialists with research and updating of the List of Classified Structures in fulfillment of Section 110 of the National Historic Preservation Act (NHPA). Duties include researching site and National Register history; analyzing architectural and landscape features; compiling, organizing and entering the information in the LCS database. Site visits and field work, to document existing conditions with photographs and maps, are a significant part of the job. Knowledge of historic architecture, cultural landscapes, documentation of cultural resources, and the National Register criteria preferred; strong research, writing and computer skills essential; knowledge of GIS and graphic programs (Adobe Photoshop) beneficial. Valid driver's license required. Graduate or undergraduate students studying archaeology, historic preservation, historic architecture, or related field preferred; previous field experience preferred. Candidates selected for an interview will be required to submit a writing sample. Housing is the intern's responsibility (Park housing is NOT available). GATE has three units, two in NY and one in NJ, all of which were significantly impacted by Hurricane Sandy. Located in Staten Island, NY (accessible by mass transit from other NY city locations, by car from NJ) with day trips to other GATE units (400 hours).

**2332/2333/2334. Northeast Regional Office Historic Structure Research & Documentation Branch (HSR&D), Historic Structure Documentation Program:** Assists cultural resource specialists with research and updating of the Region's List of Classified Structures, covering 78 National Parks, in fulfillment of Section 110 and in support of Section 106 of the National Historic Preservation Act (NHPA). Duties include researching site and National Register history; assessing and interpreting professional analysis of architectural, engineered, and landscape features; compiling, organizing, and entering the information in the LCS database; organizing LCS files for reference purposes; and possibly conducting limited site visits and field work to document existing conditions with photographs and maps. Knowledge of historic architecture, cultural landscapes, documentation of cultural resources, and the National Register criteria preferred; research, writing and computer skills essential; knowledge of GIS and graphic programs (Adobe Photoshop) beneficial. Graduate or undergraduate students studying historic preservation, historic architecture, or related field preferred; previous field experience preferred. Candidates selected for an interview will be required to submit a writing sample. Housing is the intern's responsibility (Park housing is NOT available). Located in Lowell, MA, within Lowell National Historical Park and accessible via public transportation and car, with possible day trips to National Parks within commuting distance (400 hours).

**2335/2336. Northeast Regional Office History Program:** Works primarily as an assistant on a variety of National Register (NR) and research projects related to history in Northeast Region National Parks, the history of the National Park Service, and cultural resources management. NR projects may include review and editing of NR documentation; crafting correspondence with State Historic Preservation Offices (SHPOs); and researching and writing Determination of Eligibility (DOE) evaluations for Park resources. History research projects may include reviewing and editing administrative histories and historic resource studies, and providing background research for these studies. Duties may also include refining the History Program's website. Excellent writing skills required. Some experience with the National Register of Historic places beneficial. Position is a good match for graduate students in American history, American studies, historic architecture and landscape, and preservation studies. Located in Boston, MA (400 hours).

**2337. Cuyahoga Valley National Park:** Works on completing primary source research that will enrich understanding and interpretation of the Cuyahoga Valley's long history as a place for recreation and retreat for urban dwellers. Duties include documentary research and conducting oral histories with people who are still living who participated in recreation in the valley before it was established as a national park. Located in Brecksville, OH (400 hours).

**2338. Congaree National Park, Park Integrated Resource Management and Interpretation Programs:** Works with and assists program managers with research, data processing, mapping (GPS/GIS) and photographing historic resources. Develops interpretive products (publications, web and social media content, and may conduct public programs) based upon research results. Duties include researching the site history of newly acquired property; site visits and field work to document existing conditions; analyzing landscape features; and entering information into a database. This information will be used to generate a report that will provide guidance for the long term management and preservation of resources at the park. Background in history, historic preservation, anthropology, archives or collection management preferred but attention to detail and a willingness to learn are also important. Strong computer, research, and writing skills essential; working knowledge of graphics programs (Adobe Photoshop and InDesign) beneficial. Candidates selected for an interview will be required to submit a writing sample demonstrating their ability to clearly articulate research findings in a narrative format. Located in Hopkins, SC (400 hours).

**2339. Midwest Regional Office, Museum Collections and Records Management Program:** Works with Staff Curator to meet National Park Service (NPS) curation standards for managing archival collections. Duties include a variety of curatorial responsibilities including processing and cataloging archival materials as reported on the fiscal year 2012 Collections Management Report (CMR) using the Department of the Interior's official software, ICMS; regular housekeeping and environmental monitoring tasks; packaging and

handling archival materials; and maintaining an access and use log. Museum studies or archives management background required, but attention to detail also important. There is limited potential for site visits to survey park archival collections. Housing and transportation are the intern's responsibility. Located in Omaha, NE (400 hours).

**2340. Midwest Regional Office, Museum Collections and Records Management Program:** Works remotely with the Staff Curator to meet National Park Service (NPS) curation standards for managing the Tallgrass Prairie National Preserve archival collections. Duties include re-housing and re-packaging an already processed and cataloged archival collection of historic corporate ranch records. Duties may also include a variety of curatorial responsibilities including working with the Department of the Interior's official software, ICMS, and other responsibilities as assigned. Museum studies or archives management background required, but attention to detail also important. There is limited potential for site visits to survey park archival collections. Housing and transportation are the intern's responsibility. Located in Independence, MO (400 hours).

**2341. Midwest Region, National Register Programs:** Working with National Register Programs staff, acts as editor of the Region's National Historic Landmarks (NHLs) newsletter and will receive editorship credit for the publication. Other duties include writing the lead article in the newsletter and providing assistance with condition assessments of more than 400 NHLs in the Midwest Region, NHL, NR, and HABS/HAER/HALS documentation. Along with excellent research and writing skills, experience with *Adobe InDesign* program, knowledge of the National Register, and interest in historic properties are desirable skills and qualifications in the successful applicant for this position. Some travel will be required and will be funded by the program. Local housing and transportation are the intern's responsibility. Located in Omaha, NE (400 hours, to be completed between May 1 and September 15, 2013).

**2342. Midwest Region, National Underground Railroad Network to Freedom Program:** Working with Network to Freedom (NTF) staff and a variety of organizations and professionals in partnership with the National Park Service (NPS), assists in preparing and posting new content about the Underground Railroad to the NTF website (see <http://www.nps.gov/subjects/ugrr/index.htm>). Duties include developing content; conducting research; editing; carrying out work to post new content on the Web; and promoting the NTF and NTF member site, programs, and facilities. Knowledge of African American history, historic preservation, heritage tourism, or interpretation, and education in a related field desirable, as are good writing and research skills and experience or interest in learning how to program Web sites. Located in Omaha, NE (400 hours).

**2343. Midwest Region, National Underground Railroad Network to Freedom Program:** Working with Network to Freedom (NTF) staff and a variety of organizations and professionals in partnership with the National Park Service (NPS), assists in developing and implementing a records management program and capturing data about NTF sites, programs, and facilities in a database. Duties include organizing NTF member files and ensuring their completeness; developing an organizational system for vertical file material about Underground Railroad sites and commemorative events and activities; data entry of information gleaned from NTF member files; and photo research to obtain publication quality photographs of NTF members. Knowledge of records management and information management, and strong computer skills essential; knowledge and interest in African American history desirable; working knowledge of graphics programs (Adobe Photoshop) beneficial. Located in Omaha, NE (400 hours).

**2344. Intermountain Region, Cultural Landscapes Program:** Works with and assists historical landscape architects and other preservation professionals to complete various Cultural Landscape Inventories with different National Parks in Montana, Wyoming, Colorado, Utah, Arizona, New Mexico, Oklahoma, and Texas. Duties include assisting the regional CLI Coordinator; entering information into a database; editing completed CLIs for public distribution; scanning and organizing backlog project files; and writing articles for program Web site and Facebook pages. Strong computer, research and writing skills essential; working knowledge of graphics programs (Adobe Creative Suite) beneficial. Majority of time will be spent in an

office setting; travel to Parks will be limited. Housing and transportation in Santa Fe are the intern's responsibility. Opportunity for all preservation fields with an interest in the study of historic landscapes. Located in Santa Fe, NM (400 hours).

**2345/2346. Intermountain Region, Historic Structures Inventory Program:** Works with and assists architectural historian and other preservation professionals to identify, inventory and evaluate National Park Service owned historic and prehistoric structures in National Park sites in Montana, Wyoming, Colorado, Utah, Arizona, New Mexico, Oklahoma, and Texas. Duties include researching the history of historic properties; site visits to document the existing condition of listed structures with photographs; and entering the information into the national inventory database. Knowledge of historic architecture, architecture, and the National Register program preferred. Computer skills essential; working knowledge of graphics programs (Adobe Photoshop) and Excel important. Position may be located in an Intermountain Region park or in Santa Fe, NM (480 hours).

**2347. Intermountain Region, Energy and Cultural Resources Programs:** Assists managers in studying renewable and non-renewable energy issues as they impact cultural resources in NPS parks and affiliated areas, specifically in complying with Section 106 of the National Historic Preservation Act. Depending on specific interest of intern, duties will vary and may include, but are not limited to reviewing proposed energy development and identifying cultural resource concerns; co-writing scoping comments; working with GIS staff to map cultural resource impacts; and identifying best mitigation measures to avoid, minimize, and compensate impacts to resources. Other duties may include conducting historic research; writing Determinations of Eligibility for listing properties in the National Register of Historic Places; and assisting NPS staff on Section 106 compliance issues and processes in the areas of archeology, cultural landscapes, traditional cultural properties, American Indian Religious and Sacred sites, historic structures, and ethnographic landscapes. Located in Lakewood, CO (800 hours).

**2348/2349. Pacific West Region, Cultural Landscapes Program:** Works with and assists historical landscape architects and other preservation professionals to complete Cultural Landscape Inventories (CLIs) located at various National Park sites in California. Duties may include researching the landscape history of a historic property; site visits and field work to document existing conditions; analyzing landscape features; developing site plans; writing narrative sections for the CLIs; and entering information into databases. Knowledge of cultural landscapes, landscape architecture, and the National Register criteria preferred; strong research skills, writing skills, and a working knowledge of graphics programs (Adobe Creative Suite) essential. Majority of time will be spent in an office setting with some travel to the Parks. Travel costs for fieldwork covered by NPS but housing and transportation are the intern's responsibility. Opportunity for all preservation fields with an interest in the study of historic landscapes. Can be located in either San Francisco, CA or Seattle, WA (400 hours).

**2350. Sequoia and Kings Canyon National Parks, Cultural Resources Management (CRM) Program:** Assists Program Manager and potentially other subject matter experts (i.e. Archeologists, Historians, Historical Architects and Historical Landscape Architects) with inventory, documenting, and evaluating National Register structures and cultural landscapes. Duties may involve both office and field work, depending on intern's skills and ongoing projects undertaken by the CRM program, and may include: measuring and photographing historic buildings; researching and documenting cultural landscapes; historic structures database information collection and data entry; conducting historical research; architectural drafting; onsite investigation; and crossover duties with the Park's Heritage Preservation Team for hands-on preservation work. Useful knowledge and skills include: training and/or experience in preparing and/or amending National Register nominations and/or Determinations of Eligibility; an architecture/landscape architecture background; construction skills; good writing skills; experience with AutoCAD, ArcView and Adobe InDesign; documenting features with Global Positioning System (GPS) equipment and solid training in historic preservation. Applicants should expect to work at elevations anywhere between 500' and 7,000', and may hike long distances over rough terrain with day packs and equipment. Located in Three Rivers, CA



at the park's south entrance but may have field assignments anywhere in the park (480 hours, to be completed between mid-May and September 2013).

**2351/2352. Lava Beds National Monument:** Performs archeological field surveys at Lava Beds NM. Duties include assisting with pre-field record searches; field survey and site assessments; preparing final site forms and reports; and archiving project materials. Applicants must be able to work in rugged field conditions since the positions involve some long days hiking over uneven and brushy terrain under sometimes adverse weather conditions. Academic background in archeology/anthropology or history with interests in historic preservation, good written communication skills, attention to detail, and the ability to perform a variety of tasks independently required; good writing skills, some field experience, and knowledge of GPS/GIS preferred. Questions can be directed to Joseph Svinarich, Fire Program Archeologist at (530) 242-3458 or [joe\\_svinarich@nps.gov](mailto:joe_svinarich@nps.gov). Housing available at reasonable cost at Lava Beds NM. Located near Tulelake, CA, with possible additional field work at Crater Lake National Park (400 hours).

**2353. Mount Rainier National Park:** Assists Park Historical Architect on a variety of tasks. Work will include both office and field work in historic structure documentation and development of treatment recommendations and may include hiking to remote locations at high altitudes. Working knowledge of basic architectural terminology and historic preservation principles and practices required. Experience with the National Register nomination process desirable; strong computer, research, and writing skills essential; skills in graphics programs (Adobe Creative Suite and/or AutoCAD) beneficial. Multiple positions may be filled, with one focused primarily on AutoCAD work. Reasonably priced park housing is available. Located in Longmire, WA with field assignments throughout the park (400 hours).

**2354/2355. Yosemite National Park, Archeology Program:** With direction and support from Yosemite Project Archeologists, assists with archeological field and limited laboratory work. The Archeology Program manages many sites in the context of the wilderness restoration and visitor use programs, requiring detailed documentation and mapping. Duties include conducting archeological work in middle and high elevations: identifying, describing, and mapping archeological material using digital cameras, compasses, and Global Positioning System equipment. Laboratory work will include entering site information into database systems. Applicants should be in excellent physical condition, possess background and skills in basic archeological field techniques, expect to work in front country and wilderness locations, and have the ability to backpack long distances over rough terrain at high elevation with heavy packs. Located in El Portal, CA at the park's west entrance but may have field assignments anywhere in the park (480 hours).

**2356. Yosemite National Park, Branch of Anthropology, Cultural Anthropology & Tribal Consultation Program:** Assists the park's Cultural Anthropologist and American Indian Liaison with the evaluation of culturally significant resources throughout Yosemite National Park (YOSE), which encompass botanical, archeological, hydrological, and other natural and cultural resources with traditional cultural significance to the American Indian tribes and communities associated with the park. Work may include primary and secondary research at YOSE Archives and Research Library, as well as other local repositories; assisting with tribal consultation meetings and field visits; mapping and photographing field resources; assembling resource documentation; and assisting with report preparation. Background in cultural anthropology and experience with systematic qualitative research highly desired. Must be professional, well-organized, and attentive to detail. Work will occur in field and office settings, requiring hiking across rough terrain at high elevations as well as extensive hours in office, library and archive settings. Moderately priced park housing available. Located in El Portal, CA at the park's west entrance but may have field assignments anywhere in the park (480 hours).

**2357. Yosemite National Park, Branch of History, Architecture and Landscapes (HAL):** Assists Historical Architects and Historical Landscape Architects with inventory, documenting, and evaluating National Register structures, cultural landscapes, and historic park studies. Duties may involve both office and field work, depending on intern's skills and ongoing projects undertaken by the HAL program, and may

include: measuring and photographing historic buildings; researching and documenting cultural landscapes; historic structures database information collection and data entry; conducting historical research; architectural drafting; onsite investigation; and crossover duties with the park's Heritage Preservation Team for hands-on preservation work. Useful knowledge and skills include solid training in historic preservation, training and/or experience in preparing National Register nominations, an architecture/landscape architecture background, construction skills, good writing skills, experience with AutoCAD, ArcView and documenting with Global Positioning System equipment. Applicants should expect to work at elevations between 2,000' and 8,000', and may hike long distances over rough terrain with day packs and equipment. Located in El Portal, CA at the park's west entrance but may have field assignments anywhere in the park (480 hours).

**2358. Grand Teton National Park, Western Center for Historic Preservation:** Assists park historic preservation team with this year's field projects on National Register structures, with opportunities for developing techniques in historic fabric repair and conservation. Duties may involve both office and field work, depending on intern's skills and planning requirements of the preservation program, and will include exposure to hands-on treatment of historic structures and preservation practices as they apply to the carpentry, masonry, and woodshop trades, as well as field and shop work on vernacular log structures and their components including windows/doors/trim/and foundations. Construction, wood crafting, AutoCAD, computer and/or backcountry outdoor skills are a plus and should be emphasized in the application or a resume. Assistance with finding housing will be provided but is the intern's responsibility. Located in Moose, WY, approximately 10 miles from Jackson Hole, but may have field assignments anywhere in the park (400 hours).

**2359. Grand Teton National Park, Western Center for Historic Preservation:** Assists historic preservation specialists and cultural resource specialists with planning and fieldwork on park preservation projects. Duties may involve both office and field work, depending on intern's skills and work plans for this year's projects, and will include exposure to hands-on preservation fieldwork on vernacular log structures located at 7,000' elevation. Other activities may include technical writing; historic structures database information collection; conducting historical research; architectural drafting; and onsite investigation work. Knowledge of AutoCAD, Adobe Photoshop, MS software applications, digital photography, and the ability to work with a team or independently required. Assistance with finding housing will be provided but is the intern's responsibility. Located in Moose, WY, approximately 10 miles from Jackson Hole (400 hours).

### **Department of the Interior Internships**

**2360. Interior Museum Program, DOI Office of the Secretary:** Assists with Department-wide projects of the DOI Interior Museum Program and the Interagency Federal Collections Alliance. Duties include compiling data on DOI bureau museum property; researching and drafting policy and procedure documents; preparing material for training courses; researching issues on various topics dealing with federal museum property; and updating the Interior Museum Program Web site (600 hours).

**2361. Interior Museum Program, Fish and Wildlife Service:** Duties involve examining FWS museum collection data and certifying its accuracy, and include contacting Regional archeologists, field station managers and FWS repository staff to verify museum data; working with FWS personnel to add and expand on data currently recorded, including completion of data fields for the FWS annual report; and assisting the Deputy Federal Preservation Officer with reporting requirements both at FWS and DOI. Located in Arlington, VA at FWS headquarters, with possible trips to examine nearby museum collections such as those at our National Training Center in Shepherdstown, WV (400 hours).

**2362. Interior Museum Program, Bureau of Land Management:** Assists BLM and Museum of Indian Arts & Culture/Laboratory of Anthropology staff to catalog archeological artifacts and papers using



established museum practices. Also works with the New Mexico Historic Preservation Division to conduct site record and land ownership searches and to register new sites documented in the collections. Located in Santa Fe, NM (400 hours).

**2363. Interior Museum Program, Bureau of Land Management:** Serves as a general curatorial assistant involved in a variety of curatorial tasks at the Bureau of Land Management's Anasazi Heritage Center. Duties include entering a considerable amount of data in the museum's cataloging system, as well as assisting with various repackaging, reorganizing, and inventory projects of existing collections at the AHC. Position offers a broad exposure to the curatorial operations of a Federal repository. Located in Dolores, CO (400 hours).

**2364. Interior Museum Program, Bureau of Indian Affairs:** Works with museum curators to assist with inventory, cataloging, and photography of ethnographic objects and artwork within the Indian Affairs Museum Program in the Washington, DC, metropolitan area. Organizes and maintains files and photographs for museum collections. Re-houses objects in collections storage and conducts light housekeeping for collections. Training in using the Interior Collections Management System (ICMS) will be provided. Strong computer, organizational and research skills essential. Located in Reston, VA and in the Washington, DC collections/exhibit space (shuttle to DC provided) (400 hours).